



OFFICE OF THE
BOARD OF SELECTMEN
TOWN OF MAYNARD

MUNICIPAL BUILDING
195 MAIN STREET

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Selectmen's Meeting Minutes

Tuesday, October 15, 2013

Room 201, Town Hall

Time: 6:00 pm

Present: Chairman Brendon Chetwynd, Selectman David Gavin, Selectman William Cranshaw, Town Administrator Kevin Sweet and Admin. Assistant Becky Mosca. **Absent:** Selectman James Buscemi and Selectman Dawn Capello

(This public meeting was recorded).

Pledge of Allegiance

Interviews, Reserve Police Officer:

Chief Mark Dubois presented the BOS with candidates for Reserve Police Officer: He noted that the appointment of three officers to the Reserve List would expedite the hiring process with future openings. Once a reserve list is established, the individuals on the list have to be offered the full time position if one becomes available. They have the option to deny the offer and after the third offer, they are taken off the list. Typically, once an individual is on our reserve list, they will eventually be a full time police officer.

The Board Members queried each candidate regarding their experiences and their interest in being a police officer. Each candidate also offered opening and closing remarks as to why they believed that they would be a good candidate for a position as a Police Officer in Maynard.

Michael Sutherland: At the age of 28, is married and lives in Lowell. Michael is a US Army veteran earning the rank of Sergeant (E5) and served two combat tours in Iraq. He was honorable discharged in March 2012. Michael is currently a Manager at Super Stop and Shop running the day operations. Michael has a Bachelor of Science degree from the University of Massachusetts in Criminal Justice. Michael thanked the Board for the opportunity to interview in Maynard and thinks his customer services would be a benefit for Maynard.

Lucien Comeau: At the age of 32, is married and lives in Westborough. Is the new parent to twins. Lucien is an US Army veteran and was a squad leader while deployed to Iraq prior to being honorably discharged in 2010. Lucien was a corrections officer in New Hampshire. Currently, he works as a police officer for the Beth Israel Deaconess Medical Center, which has provided a lot of relevant experience. Lucien thanked the Board for the interview.

Todd Fletcher: At the age of 25, is single and resides in Hopedale. Todd is an enlisted Soldier in the US Army Reserve and a combat veteran serving in Afghanistan in 2010. Todd is currently employed as a Unit technician for the US Army Reserve unit that he is a member of, the 3rd Legal Operations Detachment in Boston. Todd has a Bachelor of Science from Westfield State College in Criminal Justice. Todd thanked the Board for the interview.

A motion was made by Selectman Gavin to approve the appointment of Michael Sutherland, as Reserve Police Officer for the Town of Maynard. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

A motion was made by Selectman Gavin to approve the appointment of Lucien Comeau as Reserve Police Officer for the Town of Maynard. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

A motion was made by Selectman Gavin to approve the appointment of Todd Fletcher as Reserve Police Officer for the Town of Maynard. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Public Comments: Resident, Marc DeCastro, Cutting Drive Maynard, Had a petition requesting that his Vose Hill Subdivision be accepted as a public way. Board of Selectmen and TA, Kevin Sweet let resident know that the petition would be given to the Town Clerk the next day. In addition, that the process would be followed. TA, K. Sweet noted that the Operation Manager Chris Okafor is in the process of working out a new paving policy for the Town of Maynard.

Acceptance of Minutes for September 10, 2013 and October 8, 2013

A motion was made by Selectman Gavin to approve the minutes for September 10, 2013 meeting. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

A motion was made by Selectman Gavin to approve the minutes for October 8, 2013 meeting. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

List of Correspondences:

- a) Fire Department monthly report for Sept. 2013
- b) Police Depart. Monthly report for Sept. 2013

- c) School Building Comm. Agenda Oct. 9th and meeting minutes Sept. 11, 2013
- d) Town Clerk monthly report for Sept. 2013
- e) Mass Collectors and Treasurers Association, certification for T/C Cheryl Kane.
- f) Maynard Golf Course monthly report for Sept. 2013
- g) Notice, Planning Board meeting, Oct. 8, 2013
- h) Notice from Department of Utilities for Petition, NStar Electric
- i) Notice, Golf Course Reuse Committee, Oct. 7, 2013
- j) Notice, Comcast, will continue to provide service free to schools and local library.
- k) Notice, Safety Drill & Training at Maynard High School, Sept. 27, 2013
- l) Legal Notice, Planning Board, Oct. 22, 2013
- m) Notice, Rabies Clinic, Nov. 2, 2013
- n) MBA, meeting minutes for October 1, 2013
- o) Capital Group Properties, The Residences at Maynard, dated October 7, 2013
- p) Final Warrant for Special Town Meeting on Nov. 4, 2013
- q) Copy of RFP, for Maynard Retirement System, Audit Service.
- r) AVRTHS, Town Officials Meeting, October 2013

A motion was made by Selectman Gavin to approve the list of correspondences as shown. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Consent Agenda

This is the annual Maynard Veterans Council, Veterans Day Parade on Monday, November 11, 2013 and would like a permit for this purpose.

- a) Veterans Day Parade, Monday, November 11, 2013

A motion was made by Selectman Gavin to approve the consent agenda as shown. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Proclamation, to Make Maynard a Purple Heart Town, The Department of MA Military Order of the Purple Heart U.S.A. presented to the Town of Maynard a proposal and opportunity to become a Purple Heart Town. Joining Clinton, Lancaster, Berlin, Westborough, Leominster and others in the process. Honoring all who made the ultimate sacrifice and shed their blood in all ward from Stow. In addition, honoring August 7th each year as Purple Heart Day.

A motion was made by Selectman Gavin to approve Maynard as a Purple Heart Town and honoring this date each August 7th. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Reserve Fund Transfer request, Account # 0001.0945.574000, Liability Insurance.

This is one of the Board of Selectmen's' accounts, The Liability Insurance account is short to pay the difference for the new high school and a couple of added vehicles to this years' insurance in account # 0001.0945.574000.

Board took no action; Reserve Fund Transfer now goes to the Finance Committee for approval.

Complete Streets Overview and Draft Resolution

Chris Kuschel from MAPC made a presentation to the Board about the complete Street program. If accepted, the Town would need to develop proposed revisions to all appropriate plans, zoning and subdivision codes, laws procedures, rules, regulations, guidelines, programs, templates, and design manuals in order to integrate, accommodate, and balance the needs of all users in all projects.

Selectman Cranshaw noted his support for the objectives of Complete Streets concept but questioned whether additional regulations and another committee is necessary to achieve Complete Street goals appropriate for Maynard, and asked whether Community Development Principles already provide such guidance. TA, K. Sweet cautioned that the requirements for certification may be substantial compared to the potential grant funding Maynard might receive. TA, K. Sweet indicated this resolution has some grant money available and has and has some tradeoffs. He will review the last two large projects to evaluate how proposal would have affected them.

129 Parker Street Discussion/Next Steps

Discussion with Angus Jennings, Eric Smith next steps for 129 Parker Street
What the make-up of the committee should be, when to get started, yesterday.

Capital Group Properties, Bill Depietri and Oliver Robinson from Lone Star Bank, Texas
Discussion with Board regarding (The Residences at Maynard – A Capital Group Properties Development Site Eligibility & Acceptance Application Filing this is for 317 apartments (40B) 152 one bedroom & 165 two bedroom; 79 of which will be MGL CH. 40B will comprise of 21.55 acres of the 58 acres at 129 Parker Street.

A motion was made by Selectman Cranshaw that we engage in special counsel for this 40B project application filed by Capital Group Properties for property at 129 Parker Street. In addition, that this special counsel has expertise specific to 40B projects and that we the Board of Selectmen meet with this special counsel prior to the end of this calendar

month to discuss this 40B project application at 129 Parker Street. Second by Selectman Gavin. Vote 3-0. Motion approved.

Board requests TA, Kevin Sweet to reach out for special legal counsel services outside of the regular legal counsel that the town has at this time. This special legal counsel will be for the 40B application filed by Capital Group Properties for the property at 129 Parker Street project.

A motion was made by Selectman Cranshaw to approve a working group for 129 Parker Street (Ad-Hoc Committee), members: one from Planning Board appointed by chair of planning Board, one from Finance Committee appointed by chair of Finance Committee; Town Planner, Eric Smith; one resident of Maynard appointed by Selectman Gavin, one resident of Maynard appointed by Selectman Chetwynd, one resident of Maynard appointed by Selectman Capello, one resident of Maynard appointed by Selectman Cranshaw. Second by Selectman Gavin. Vote 3-0. Motion approved.

Special Town Meeting Discussion, presenters for STM

- Prior Year Bill, Sel. Chetwynd
- Section 8 Dog Owners, Sel. Cranshaw
- Section 1 Dog Owners, Sel. Cranshaw
- Section 7 Dog Owners, Sel. Cranshaw
- Section 9 Dog Owners Sel. Cranshaw
- Registered Marijuana. Planning Board
- Medical Marijuana. Planning Board
- Replace Existing Def. Planning Board
- Section 3 Planning Board
- Section 4.1.4 Planning Board
- Section 4.1.5 Planning Board

MayDog, Memorandum of Agreement

Draft MOU for MayDog in the BOS drop box license agreement will be followed to MayDog attorney. Terms and how long. Maybe a yearly agreement so this can be reviewed after each year. Is there a commitment from MayDOG? With understanding, this lease may grow to a multi-year if all goes well within the first year. Liability questions, how many dogs at any given time, age of people, parking at any given time. Request feedback back from the Chief.

NStar still has some ongoing work in the area of the dog park. This may hold up the opening of the dog park. TA will keep the Board up-dated.

Town Administrator Report

Solar Array / Dog Park update: Official ribbon cutting date of Monday, November 4, 2013 has been set. Working with WGES with regards to logistics and they have retained a PR firm that will be sending out official invites for ceremony.

Meeting with Town, Solar & MayDog regarding the concerns raised with the NStar utility poles in the Dog park area. Will keep board updated.

AVRTHS Met with Supt. Pat Collins and other Town Officials at the Assabet Valley Regional Tech High School on Oct. 9, 2013. Discussions covered the status of the District, the renovation project, FT15 budget development and an opportunity to provide input and feedback. Building tour of their renovation project.

NEMLEC, Went with Chief Dubois to a managers meeting, presentations made by team unit commanders and their personnel.

ASSISTANT TOWN ADMINISTRATOR POSITION,

The position has been advertised. The posting will close on Oct. 16th. As of today, we have received 55 resumes for the position.

MISCELLANEOUS, meeting with Rep. Kate Hogan, Guest speaker at this month's Council on Aging meeting, Held monthly Leadership Team Meeting.

GREEN COMMUNICATION, new equipment added at the Green Meadow School should see savings around \$22,000.00. In process of completing the downtown parking charging stations, which consist of two charging heads. The units are located across from the Fine Arts Theatre.

Chairman Report: Charter update, feedback from Town Counsel and charter group will discuss other discussions, management of who hirers, TA hires some positions, Board of Health, TA has day to day.

The Board has final termination rights of employee from certain positions. TA has right for suspension of employee from certain positions. Hearings and other options are applied.

Old/New Business:

Selectman Cranshaw: The Golf Course Reuse Committee request Board feedback on the possibility that some \$20,000.00 in town funding might be needed to establish a community garden on the property. Board members indicated that, if it came to that, the amount would seem appropriate for consideration as a potential capital-planning project. Clarification on Reserve Fund Transfers that Board of Selectmen does not control any more departments' control. Yes, The Board is made aware of each (RFT) before they go to the Finance Committee.

He noted that the 40B application includes a purchase price option for 129 Parker Street

that is considerably higher than the current assessment and asked if the Board of Assessors should be provided with the information.

40B Counsel dates. Can we set dates to meet with counsel? Selectman Cranshaw wants to have meeting before the next BOS meeting on November 5th. TA was tasked to find Town other Counsel to work on this for the Town.

Selectman Capello, absent

Selectman Buscemi; absent

Selectman Gavin: Past week went to SBCM, they are planning a Grand Opening, and new date is December 7, 2013. Invitation will be mailed out. At the Thanksgiving Day game, tours of the new high school will be available.

Executive Session - none needed.

A motion to adjourn the meeting was made by Selectman Gavin. Second by Selectman Cranshaw. Vote 3-0. Motion approved.

Time: 10:30 pm

Approved: 11/19/2013

Date: 11/20/2013

David Gavin

Selectman, David Gavin, Clerk

Initials: BJM